



**CITY OF SOUTH PASADENA
SENIOR CITIZEN COMMISSION
AGENDA**

**South Pasadena Senior Citizens Center
1102 Oxley Street, South Pasadena, CA 91030
February 9, 2022 at 8:30 a.m.**

South Pasadena Senior Citizen Commission Statement of Civility

As your elected governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

Pursuant to AB 361 Government Code section 54953, subdivision (e)(3), the Senior Citizens Commission may conduct its meetings remotely and may be held via video conference. Pursuant to such Executive Order, the Senior Citizens Commission may participate remotely and not be physically present in the South Pasadena Senior Citizens Center. Until further notice and as such Executive Orders remain in effect, the Senior Citizens Commission may also allow public participation to continue via live public comment conducted over ZOOM.

**South Pasadena Senior Citizen Commission
Zoom Meeting Information
Meeting ID: 891 5325 6834
Passcode: 914910**

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:
<https://us06web.zoom.us/j/89153256834?pwd=eVp4QjZqaFpWWXJaN09QUkQyMDJNUT09>
- or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted.

For additional Zoom assistance with telephone audio, you may find your local number at:
<https://us06web.zoom.us/u/kCumxKfiT>

PUBLIC COMMENTS

The Senior Citizen Commission welcome public input. If you would like to comment on an agenda item, or make a general public comment, members of the public may submit public comments in writing for Senior Citizen Commission consideration by emailing comments or questions to msnyder@southpasadenaca.gov by 12:30 p.m. on Tuesday, February 8, 2022, to ensure adequate time to

compile and post. Please provide: 1) your name, and 2) agenda item for the comments/questions. All comments/questions will be distributed to the Committee for consideration and will also be posted on the City's website prior to the meeting.

Pursuant to state law, the Senior Citizen Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Senior Citizen Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

CALL TO ORDER: Rachel Fox, Chair

ROLL CALL: Rachel Fox, Chair
Ellen Diagle, Vice-Chair
Barbara Klein
Shireen Chang

COUNCIL LIAISONS: Michael Cacciotti, Mayor

STAFF PRESENT: Melissa Snyder, Community Services Supervisor
Katrina Faulmino, Community Services Coordinator
Sheila Pautsch, Community Services Director

INTRODUCTION

1. **Introduction of Community Services Coordinator** – Katrina Faulmino

PUBLIC COMMENT AND SUGGESTIONS

2. **Public Comment – General**

PRESENTATION

3. **Senior Center Updates**
4. **Dial A Ride Updates**

COMMUNICATIONS

5. **City Council Liaison Communications**

6. Commissioner Communications**7. Staff Liaison Communications****ACTION/DISCUSSION****8. Approval of the January 12, 2022 Meeting Minutes**Recommendation

It is recommended that the Commission review and approve the January 12, 2022 Meeting Minutes.

9. Discussion of Increase in Fees for Functional FitnessRecommendation

It is recommended that the Commission discuss the increase in fees for Functional Fitness.

10. Consideration of Dementia Friendly South Pasadena SubcommitteeRecommendation

It is recommended that the Commission consider establishing a Dementia Friendly South Pasadena subcommittee.

ADJOURNMENT**FUTURE SENIOR CITIZEN COMMISSION MEETINGS**

March 9, 2022	Senior Citizen Center	8:30 a.m.
April 13, 2022	Senior Citizen Center	8:30 a.m.
May 11, 2022	Senior Citizen Center	8:30 a.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS

The complete agenda packet may be viewed on the City's website at:

<https://www.southpasadenaca.gov/government/boards-commissions>

Meeting recordings will be available for public viewing after the meeting. Recordings will be uploaded to the City's YouTube Channel no later than the next business day after the meeting.

The City's YouTube Channel may be accessed at:

https://www.youtube.com/channel/UCnR169ohzi1AIewD_6sfwDA/featured

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division via e-mail at CityClerk@southpasadenaca.gov or by calling (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.

2/4/2022

Date

Melissa Snyder, Community Services Supervisor

January 12, 2022



Wednesday, January 12, 2022
Minutes of the Senior Citizen Commission

CALL TO ORDER

The Senior Citizen Commission meeting was called to order by Chair Rachel Fox on Wednesday, January 12, 2022, at 8:30 a.m. The meeting was held in a virtual setting, with Commissioners and Council Liaison attending via Zoom.

ROLL CALL

Present: Rachel Fox, Chair
Ellen Daigle, Vice Chair
Barbara Klein
Shireen Chang

Council Liaison

Present: Michael Cacciotti, Mayor

City Staff

Present: Sheila Pautsch, Community Services Director
Melissa Snyder, Community Services Supervisor

PUBLIC COMMENTS

1. Chris Glaeser provided an update of Dementia Friendly Communities and the status in South Pasadena. Glaeser met with South Pasadena Chamber of Commerce and provided them with a presentation on Dementia Friendly Communities. Glaeser recommended the Senior Citizen Commission create a Dementia Friendly South Pasadena subcommittee to create objectives and provide updates on status of creating a dementia friendly community in South Pasadena.

Motioned by Chair Fox and second by Vice Chair Daigle to add to the February 9, 2022 agenda consideration of appointment of Dementia Friendly South Pasadena subcommittee.

PRESENTATION

2. **Senior Center Updates**

January 12, 2022

Community Services Supervisor Snyder presented the updates regarding cancelling in-person indoor programming for the month of January due to the surge in COVID-19 cases. In addition, she provided an update regarding the Nutrition Program and Snuggle a Senior Program. She provided clarification on the Grab and Go Program to the Commission. Mayor Cacciotti recommended collaborating with Holy Family and possibly St. James with food distribution to reduce waste and save CDBG funds.

3. Dial A Ride Updates

Community Services Supervisor Snyder presented the updates for the Dial A Ride program stating the total of 275 trips in the month of December and four new member sign ups. The majority of the trips are to medical facilities and grocery stores. Additionally, she provided an update that Dial A Ride was currently not operating due to COVID-19 protocols, but were looking to resume operations on Tuesday, January 18, 2022.

COMMUNICATIONS

4. City Council Liaison Communications

Mayor Cacciotti reported on the City Council special meeting regarding capital improvement projects, status of construction along the Gold Line, and an update on the mobile mental health crisis van pilot project.

5. Commissioner Communications

Chair Fox reported to the Commission on the Senior Citizens Foundation of South Pasadena's social media and encouraged those in attendance to follow to see the impact the Foundation has on the Senior Center. Vice Chair Daigle requested an update from Mayor Cacciotti on the new Deputy City Manager as well as changes in Commission. Mayor Cacciotti assured that the City was examining Commission to assess the workload on staff. Commissioner Chang requested having a member from the Senior Citizens Foundation present at Senior Citizen Commission meetings to provide updates on the work they are conducting.

6. Staff Liaison Communications

Community Services Supervisor Snyder reported on the recruitment of the Community Services Deputy Director. Community Services Director Pautsch reported on vacancies and recruitment throughout the Community Services Department.

ACTION/DISCUSSION

7. Approval of the December 8, 2021 Meeting Minutes

Motioned by Commissioner Chang, seconded by Chair Fox, motion carries 3-0 to approve the December 8, 2021 Meeting Minutes with Vice Chair Daigle abstaining.

8. Discussion and Approval of New Meeting Time

The Commission discussed options for new meeting times and decided continue with the regular meeting time. The Commission also discussed holding a special meeting if it is anticipated to run longer than expected.

January 12, 2022

ADJOURNMENT

The Commission Meeting was adjourned at 9:15 a.m.

Respectfully Submitted:

Approved By:

Melissa Snyder
Community Services Supervisor

Rachel Fox
Chair

DRAFT



Senior Citizen Commission Agenda Report

ITEM NO. 09

DATE: February 9, 2022

FROM: Melissa Snyder, Community Services Supervisor

SUBJECT: Discussion of Increase in Fees for Functional Fitness

Recommendation

It is recommended that the Commission discuss the increase in fees for Functional Fitness.

Discussion/Analysis

In 2018, the Senior Services Division executed an agreement with an Independent Contract Instructor to host fitness classes for a flat rate. The terms of the agreement were set to expire in 2021, allowing for the compensation agreement to be updated to align with the Community Services Department Policies and Procedures.

With the new agreement, the fees have increased to \$5 per class with the option to sign up for the entire month, once a week, or pay per class with a walk-in fee to allow for more flexibility.

Background

The City offers recreation and senior classes to the public through Independent Contract Instructors. Classes are provided on a fee-based system with compensation being established by the Independent Contract Instructor. Senior Services' Independent Contract Instructors receive 80% of the total fees collected. The remaining 20% is retained by the Community Services Department. These funds are needed by the City to offset costs associated with providing the following:

- The location/facility for classes, including general maintenance and utility costs;
- The processing of all class registrations, collection of fees and paying instructors;
- Administering all agreements with instructors and processing insurance;
- Providing the necessary staff to set up and monitor classes;
- Marketing of classes.

Fiscal Impact

Since resuming classes in August 2021, the total revenue produced by class enrollment has only covered 96% of the Independent Contract Instructor's monthly compensation. The revenue produced has not offset any additional costs including, but not limited to, staffing costs or marketing of the class. All additional expenditures have been absorbed by the Senior Services' budget.

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Updating the Independent Contract Instructor's Agreement allows for 100% of the instructor's compensation to be covered by the class revenue and provides funds to the City that are need to ensure the class continues to operate.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.



Senior Citizen Commission Agenda Report

ITEM NO. 10

DATE: February 9, 2022

FROM: Melissa Snyder, Community Services Supervisor

SUBJECT: Consideration of Dementia Friendly South Pasadena Subcommittee

Recommendation

It is recommended that the Commission consider establishing a Dementia Friendly South Pasadena subcommittee.

Discussion/Analysis

In November 2021, the Commission received a presentation on the national organization, Dementia Friendly America (DFA) from Nathan Kirschenbaum and Chris Glaeser. The presentation provided information on how to begin the process of joining DFA and how to begin creating a community that is educated and informed on dementia. Chris Glaeser has been taking steps towards receiving community support of joining DFA, including providing the same presentation to the South Pasadena Chamber of Commerce.

The subcommittee would serve to gather information on the process of creating Dementia Friendly South Pasadena, provide reports to the Senior Citizen Commission, and present to the City Council. Additionally, staff and the subcommittee would work to establish guidelines and outlined objectives.

Next Steps

Upon Commission's recommendation, the Commission will nominate two Commissioners to serve on the Dementia Friendly South Pasadena subcommittee.

Background

Dementia Friendly America is a national network of communities, organizations, and individuals who work towards creating communities that are supportive of people living with dementia and their caregivers. By joining DFA, communities stay engaged in the process to become more dementia friendly.

Fiscal Impact

The fiscal impacts of a Dementia Friendly South Pasadena subcommittee are minimal and accounted for within the Community Services Department's budget.

Public Notification of Agenda Item

Consideration of Dementia Friendly South Pasadena Subcommittee
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The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.